

**Jefferson County Board of Health  
Meeting Minutes – April 18, 2012  
Jefferson County Health Department Conference Room  
1541 Annex Road Jefferson, WI. 53549**

**Call to Order**

D. Williams, M.D., called the meeting to order at 1:03 p.m.

**Roll Call/Establishment of a Quorum**

Quorum established.

**Board Members Present:** D. Williams, M.D., Vice-Chair; Ed Morse, Secretary; Dick Schultz; Marie Wiesmann, RN

**Board Members Absent:** John McKenzie, Chair

**Staff Present:** Gail Scott, Director; Sandee Schunk Clerical/Recorder

**Guests Present:** John Molinaro, County Board Chair; Leanne Ehlen, Eau Claire BSN nursing student; Beth Gehred, Town & Country Resource Conservation & Development, Inc. for Farm to School Initiative (agenda item #8c)

**Certification of Compliance with the Open Meetings Law**

Meeting was properly noticed.

**Review of the Agenda**

No changes requested.

**Public Comment**

None

**Approval of the February 15, 2012 Board Meeting Minutes**

*Motion by D. Schultz to approve the minutes as written; second by E. Morse; motion carried.*

**Communications**

None

**Financial Report**

**Income Statement**

G. Scott reviewed the handout of the "Statement of Revenue & Expenditure Report" for 01/01/2012 to 02/29/2012.

**Wireless Internet for Health Department**

G. Scott reviewed the handout of the "Wireless Networking Options Analysis" and reported WI-FI will be available at the Health Department on both the upper and lower levels. Roland Welsch from the Jefferson County MIS Department had recommended using vendor #1 as the best choice, as he felt there would be better service, less need for boosters, stronger service. MIS will charge an annual fee of \$1,000.00 to the Health Department for support of the WI-FI network.

G. Scott reported that a future meeting is planned with other departments including Jefferson County Human Services and Jefferson County Workforce Development Center so a common vendor is chosen for all Jefferson County departments interested in having WI-FI installation.

**Request from Town & Country for Farm to School Initiative**

G. Scott introduced Beth Gehred to report on this initiative. A handout was distributed regarding Town & Country RC&D, Inc. projects for 2011 to 2012.

B. Gehred requested support for community health; reported on a wellness concept that is zeroed in at a national level targeting healthy eating for school aged children to help prevent diabetes and obesity. The initiative is targeted towards schools to introduce more fruits, vegetables, dairy and meats to interest the youth in eating healthier. Other

states have used this initiative for ten years and have shown success in an increase of children eating school lunches and trying foods they had never eaten before. Nutrition directors at schools need to find ways to increase the consumption of healthy foods without increasing the costs to the schools.

Town & Country RC&D, Inc. has been working on getting Farm to School started in the Fort Atkinson School District; at the Fort Memorial Hospital cafeteria and at the Blackhawk Senior Residence Center in Fort Atkinson. The nutrition programs need to find local sources for obtaining foods such as carrots and apples. Funding is not available for this Farm to School initiative. Seventeen local farmers have met with Fort HealthCare nutritionists regarding the program. It is hopeful that if Fort Atkinson School District is successful in starting this program it can be shared with other school districts in Jefferson County.

J. Molinaro reported that a CSA (Community Supported Agriculture) may be available in the near future for Jefferson County employees to buy shares. The county health insurance companies participate in reimbursement for some of the costs. This program would support local farmers and promote healthier eating.

G. Scott requested that Town & Country RC&D, Inc. put a formal request for funding in writing for possible consideration of using some Health Department funding in the 2013 budget process. She reported the Jefferson/Dodge County Consortium can also look over the availability of grant money available for the Farm to School initiative.

#### **Source Point Staffing Request**

G. Scott reported that the increase in Personal Care Program ó Personal Care Worker rates paid to Source Point Staffing was accepted and a contract signed with Source Point Staffing Agency.

#### **Operational Update of the Environmental Health Program**

G. Scott reported that Environmental staff attended training on food borne outbreaks.

G. Scott reported that E. O'Brien, Environmental Health Specialist, provided follow-up on four children with elevated lead levels. The landlord will not cooperate on removing the lead hazard. Case remains open.

G. Scott and E. O'Brien made a visit to a home near Palmyra that had a basement fuel tank explode while being filled by the fuel company in November 2011. The oil company spent \$10,000 dollars on the initial clean up but the State Toxicologist has determined the house needs to be razed due to the inability to get the oil out of the walls, etc. The State Toxicologist will assist the Health Department in writing a letter to condemn the home. No action needed by the Board of Health on this issue.

#### **Public Health Preparedness**

##### **Hazard Vulnerability Assessment**

G. Scott reported the assessment is in process working with local hospitals; Dodge County; City of Watertown and Jefferson County Emergency Management. Hazards are scored according to an assessment tool. The results will be shared with all hospitals, Emergency Management and emergency responders in Dodge and Jefferson Counties.

##### **Special Needs Population Update**

G. Scott reviewed the handout óSpecial Needs Taskforce of Dodge and Jefferson Countyö. This year the area Childcare facilities and schools are a focus for being prepared in the event of a disaster.

G. Scott reported that for the general public, weather radios are a good tool for safety in dangerous storms. The Jefferson County Emergency Management would like to implement a 911 reverse call system for disaster preparedness but it is costly.

Dr. D. Williams suggested that the Health Department do community outreach to encourage local businesses to hold öemergency drillsö like schools and hospitals do on a regular basis.

#### **Public Health Program and Review of Statistics**

##### **Communicable Disease Cases Reported**

G. Scott reviewed the handout of statistics and reported that one Tuberculosis case was confirmed as positive.

G. Scott reported that Well Child Clinics have been set up to offer later appointment times to accommodate working parents. An evaluation will be completed in the future to see if it increases Well Child physical appointments.

##### **Request for LPN Position for the Jail**

G. Scott reviewed the handout for changing the 2012 nursing hours at the Jefferson County Jail (increase the occasional part time LPN to 25 hours/week; reduce the RN from 38 hours to 30 hours/week with more time for

administrative duties and decrease hours spent on direct inmate care). Reasons for an increase in the LPN hours include: increase in LPN hours for inmate care; reduction in overtime hours for the fulltime LPN and RN; increase administration hours for the RN to allow for updating policies and procedures; decrease liability by providing more time for evaluation and oversight by the RN; implementation would allow the Jail to budget two full time LPNs in 2013.

*Motion by M. Weismann to approve the hiring of a Jefferson County Jail LPN as a 25 hour per week position; second by D. Schultz; motion carried.*

#### **Community Health Assessment Update**

G. Scott reported she is working on the required assessment with the local hospitals. Findings will be reported in the future.

#### **Personal Care Program and Review of Statistics**

##### **Veteran's Administration Reimbursement Rate**

G. Scott reported that per the request of the Veterans Administration Finance Department, the billing rate for the Personal Care Worker (with RN supervision) should be combined into one single rate of \$23.60 per hour. *Motion by D. Schultz; second by M. Wiesmann to approve the Veteran's Administration PCW/RN combined rate at \$23.60 per hour; motion carried.* G. Scott reported the contract will be signed and submitted to the Veterans Administration reflecting this rate change.

#### **Director's Report**

Report is included in packet for review.

#### **2011 Annual Report**

Report is included in packet for review.

#### **Status of Rock River Free Clinic and Community Dental Clinic**

##### **Contract between Rock River Free Clinic and the Health Department**

G. Scott reviewed the handout "Professional Services Agreement" between the Jefferson County Health Department and the Rock River Free Clinic. The contract was reviewed by Phil Ristow, Jefferson County Corporation Counsel and JoAnn Miller, Attorney, Rock River Free Clinic Board.

G. Scott reported that she has resigned from the Rock River Free Clinic Board of Directors due to the conflict of contract signing for both parties represented. G. Scott will continue to be a liaison between the Health Department and Rock River Free Clinic.

*Motion by D. Schultz to give permission to G. Scott to sign the contract between the Jefferson County Health Department and the Rock River Free Clinic; second by E. Morse; motion carried.*

The contract will then be forwarded to the Rock River Free Clinic Board of Directors for signing.

#### **Next Meeting Date/Time/Agenda Items**

G. Scott reported that the Jefferson County Administrator will be redesigning committees and any committee member may request to change committees.

The next meeting date and time will be decided upon in the near future dependent on the committee members' preference.

Any requests for a specific day and time for Board of Health meetings and any agenda items should be submitted to G. Scott at [gails@jeffersoncountyi.gov](mailto:gails@jeffersoncountyi.gov).

#### **Adjourn**

*Motion to adjourn meeting at 2:16 p.m. by E. Morse; second by D. Schultz; motion carried.*

Respectfully submitted;  
Sande Schunk - Recorder